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Business and Industry

STATE OF NEVADA



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Commissioner

DEPARTMENT OF BUSINESS AND INDUSTRY
TRANSPORTATION SERVICES AUTHORITY

2290 S. Jones Boulevard, Suite 110
Las Vegas, Nevada 89146
(702) 486-3303 • Fax (702) 486-2590
www.state.nv.us/b&i/tsa/

March 3, 2005

To All Fully Regulated Motor Carriers:

Enclosed are forms to be used in filing your Annual Report for the 2004 calendar year as required by NRS 706.167 and Commission Rules and Regulations. Please complete and return the forms and any necessary attachments, in duplicate, to:

State of Nevada
Transportation Services Authority
2290 S. Jones Blvd., Suite 110
Las Vegas, NV 89146

Please retain a copy of your submission for your files.

The filing of an Annual Report is an important responsibility of every motor carrier holding a certificate of public convenience and necessity or contract permit to operate in Nevada and the penalty for failing to file is severe. Nevada Statute (NRS 706.398) provides that the Commission shall revoke or suspend the certificate of any motor carrier that has failed to file its Annual Report within a specified period of time.

By law (NRS 706.167(2)), the **2004 Annual Reports** are to be submitted to the Commission **no later than May 16, 2005**. Extensions of time to file after the May 16th deadline may be granted on an individual basis if sufficient reason is shown as to the need for such an extension. All requests for extensions of time to file must be made in writing, must clearly state the reason(s) you need the extension and must be submitted to the Commission at the above address **before April 15, 2005**. You will be notified in writing via certified mail of the Commission's decision granting or denying the requested extension. Absolutely no verbal extensions of time to file will be granted or recognized by the Commission.

If you wish to submit your report for a year other than a calendar year (i.e., a fiscal year), NRS 706.167 (3) provides that you may do so if you obtain the prior permission of the Commission. If such permission is granted, all future Annual Reports will be due on the date specified by the Commission. Requests for permission to file Annual Reports for a year other than a calendar year must be made in writing stating the reason for making the request and must be submitted to the Commission no later than April 15, 2005. Any Annual Report submitted for a year other than a calendar year without prior Commission approval will be rejected and the carrier will be required to resubmit the report prepared on a calendar year basis.

The Annual Report forms have been revised to reflect operations based on type of authority, Household Goods Mover, Taxi (Outside of Clark County) and Passenger (Non-Taxi). Please read the report instructions carefully prior to completing and submitting your report. The forms are pre-numbered and cross-referenced to the attached instructions in order to provide the preparer clear and precise directions for specific items. Failure to complete the report properly will result in the report being rejected and returned to the carrier for corrections. The same statutes regarding revocation or suspension of certificates and/or permits apply to carriers who fail to re-file reports, as to carriers who fail to file any Annual Report.

If you have any questions regarding the filing deadline for your Annual Report, or have questions about the forms, please do not hesitate to contact me at (702) 486-3303 Extension 410.

Sincerely,



Kim Lighthart, C.P.A.
Senior Financial Analyst

Enclosures